

APPLICATION FOR PUBLIC ACCESS TO RECORDS
(ALSO, FOR APPEAL USE)

TO: FOIL RECORDS ACCESS OFFICER
ERIE COUNTY DEPARTMENT OF ENVIRONMENT AND PLANNING
DIVISION OF SEWERAGE MANAGEMENT
95 FRANKLIN STREET, ROOM 1034
BUFFALO, NY 14202

I here by apply to:

- _____ 1. Inspect
- _____ 2. Obtain a copy of the following record: _____
- _____
- _____

Printed Name: _____

Signature: _____ Date: _____

Representing: _____

Mailing Address: _____

FOR AGENCY USE ONLY

Approved: Yes_____No_____

Denied: For the reason (s) checked below:

- _____ Confidential Disclosure
- _____ Part of investigatory files
- _____ Unwarranted invasion of personal privacy
- _____ Record of which is agency is legal custodian cannot be found
- _____ Record is not maintained by this agency
- _____ Exempted by statute other than the Freedom of Information Act
- _____ Other (specify)_____

Signature: _____ Date: _____

Printed Name: _____ Title: _____

**For appeal of denial see Page 6

NOTICE

YOU HAVE A RIGHT TO APPEAL A DENIAL OF THIS APPLICATION TO:

NAME: _____

BUSINESS ADDRESS: _____

BUSINESS PHONE: _____

WHO MUST FULLY EXPLAIN HIS REASONS FOR SUCH DENIAL IN WRITING WITHIN SEVEN (7) DAYS OF RECIEPT OF APPEAL.

I HEREBY APPEAL:

Printed Name: _____

Signature: _____ Date: _____

Address: _____

INFORMATION BELOW MUST BE COMPLETED BY
FOIL RECORDS ACCESS OFFICER IF REQUEST IS DENIED

NAME AND ADDRESS OF REQUESTOR: _____

DATE OF REQUEST: _____

RECORDS REQUESTED: _____

LOCATION OF RECORDS REQUESTED: _____